



Memorandum # 18/2003

Commonwealth of Massachusetts | Public Employee Retirement Administration Commission
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Joseph E. Connarton, *Executive Director*

MEMORANDUM

TO: All Retirement Boards

FROM: Joseph E. Connarton, Executive Director

RE: Health Insurance Portability and Accountability Act (HIPAA)

DATE: June 5, 2003

As a result of the Health Insurance Portability and Accountability Act (HIPAA), the Public Employee Retirement Commission is reviewing existing privacy policies affecting the use/disclosure/sharing of information. Authorization forms currently being used by PERAC and the retirement boards were part of this review.

It is important to note that PERAC and the retirement boards are not covered entities under HIPAA, however, because we deal with covered entities (hospitals, medical clinics, physician's offices etc.) we must have appropriate, signed authorization forms to access medical information from these covered entities.

The attached form is similar in format to authorization forms now being used by entities in the medical community. You should use this form when requesting/sharing information so that access to important information required under G.L. c. 32, §§ 6, 7, and 8 can be obtained without delay.

We trust the foregoing is of assistance. If you have questions please contact Barbara Lagorio, Director of the Disability Unit, at 617-591-8952.